Subject: RE: Office Water System

From: Jennifer Quintero <jquintero@ccala.org>

Date: 09/26/2017 10:08 AM

To: Elisabeth Cutler <ecutler@downtownla.com>

\$130.39 per month and re lease term, I don't have the contract but I can get that info from them. Standby.

**From:** Elisabeth Cutler [mailto:ecutler@downtownla.com]

**Sent:** Tuesday, September 26, 2017 10:07 AM **To:** Jennifer Quintero <jquintero@ccala.org>

Subject: RE: Office Water System

Hi Jenn,

Can you let me know the monthly cost and how long the lease term is? Thanks.

From: Jennifer Quintero [mailto:jquintero@ccala.org]

Sent: Tuesday, September 26, 2017 9:56 AM

To: Elisabeth Cutler

**Subject:** Office Water System

Importance: High

## Hi Elisabeth -

I just got off the line with Office Water Pros – the company who we lease from for the Office Water System. As CCA is moving out on October 7<sup>th</sup>, did BID want to take over the water system starting October 1? If so, I can introduce you to the contact there so all information can be transitioned over.

If not, please let me know ASAP – I plan to cancel and have them pick up prior to our October 7 move out date (most likely Oct 6).

## Best,



## Jennifer Quintero

Administrative Coordinator 626 Wilshire Blvd., Suite 200 I Los Angeles, CA 90017 office: (213) 416-7519 I fax: (213) 624-0858 iguintero@ccala.org

<u>jquiritero@ccaia.or</u>

ccala.org

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